

## **MANSFIELD TOWNSHIP COMMITTEE MEETING**

**April 14, 2021**

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Express Times NJ Zone of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

This meeting was held in person and on the Zoom platform. The Township Committee and the public were able to remotely hear the meeting audio.

Roll Call: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Salute to the flag was done by all.

### **APPROVAL OF THE MINUTES**

Mr. Hayes made a motion to approve the March 24, 2021 Regular Session Minutes, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Mrs. Mora Dillon made a motion to approve the March 24, 2021 Executive Session Minutes, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

### **BILL LIST**

Mrs. Mora Dillon made a motion to approve the April 14, 2021 Bill List, which was seconded by Mr. Hayes

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: Mr. Farino

### **CLERK'S REPORT**

Ms. Hrebenak reported:

Insurance – All insurance inspections are completed. Everything had a positive review. We

received an award for our losses that were turned into the insurance company last year. We had an exceptional year.

Firemen's Relief Association Applications – for Jonathan Addedage and Travis Coughlin. Committee approval is needed to sign the applications. Paperwork is in order. Mayor Watters asked for a motion for approval to accept the applications.

Mr. Hayes made a motion to approve the applications, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

## **FINANCE REPORT**

Mrs. Mollineaux reported the following resolutions are on the agenda for tonight:

- Temporary budget for emergency spending to continue to operate until the budget is adopted
- Purchase of police body cameras
- Budget information to be introduced tonight and the resolution for self-examination
- COAH ordinance

## **EMPLOYEES' REPORTS**

Mrs. Fascenelli reported on Green Team projects:

2022 Mansfield Township Beautification Contest – The Committee received a draft letter for review to be sent to Township landscape businesses as well as the current company that cuts the municipal property. Pictures will be taken of the front of the Municipal Building to include with the letter. If anyone knows of local landscape companies to let her know. Designs will be placed on the Township website for residents to vote for their favorite. The Team will apply for a Sustainable Jersey grant to pay for the work done. Mrs. Mora Dillon suggested sending it to the high school.

Well Water Testing – A price comparison of three test kits suppliers has been distributed to the Committee. It's difficult to determine which test kits to use – no apples-to-apples comparisons. The Team will continue to research options. We have an extremely knowledgeable resident who has been helping with particularly one contaminant, PFAS, which we will research. The quotes we have don't test for that contaminant, so we will continue to look into that. We will keep the Committee up to date on our progress.

Earth Day – We have two activity items for residents to participate in: Environmental Day at Home or School and Why are Cloth Bags Better Than Plastic. If the Committee approves, we would like to ask the Clerk to put those on the Township website. The Team will continue to research suggestions for more activities that were on the original resolution.

Household Hazardous Waste Collection – Sunday, April 18, 2021, at Warren County District Landfill.

2020 Recycling Tonnage Report – Mrs. Fascenelli will get the report to the State. She will do an

analysis between 2019 and 2020 to see how COVID affected recycling. Mayor Watters asked about the value of cardboard. Mrs. Fascenelli stated it currently has none.

Mr. Snyder reported:

Ponytail Field – The DPW moved the ponytail soft ball field to the new park. Next year they will add into the budget to get more materials for the infield.

Cory Read Traffic Light – Gen Electric through Morris County Co-Op will come do annual preventative maintenance for \$200.

Municipal Generators – Mr. Snyder asked for Committee approval to have GenServe, LLC through Morris County Co-Op come do generator inspections and preventative maintenance. The quarterly inspections cost of \$595.00 per generator for the year. To do generators at the DPW and Municipal Building will be \$1,190.00. This company is certified.

Mr. Farino made a motion to approve inspection and preventative generator maintenance, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

Recreation Grant – Mr. Snyder is working with Ms. Hrebenak on a recreation grant for the tennis courts and rec building. Mrs. Mora Dillon asked about the grant and prices for the building. Mr. Snyder stated he had prices from one company and is waiting for a quote from the company that Mrs. Mora Dillon suggested. She would like to get this project done soon and would like to have prices for the next meeting.

## **ENGINEER'S REPORT**

No report due to engineer's absence.

## **PUBLIC PORTION**

Mayor Watters opened the public portion of the meeting; seeing no comment from the public, public portion was closed.

610 Jackson Valley Road Concerns – Three residents, Carl Kaye - 615 Jackson Valley Road, Paul & Cheryl Goddard - adjacent property owners to 610 Valley Road, and Carmen Leggio- 60 Michael Road, voiced their concerns about the unpermitted building construction, driveways and a parking lot that are causing neighbors' property erosion. The one of the apartments has no septic, so waste is also flowing onto Carl Kaye's property. The top of the barn is used as an unpermitted Air B&B with no septic. The bottom of the barn is used as a boarding house. Visitors are coming onto the neighbor's properties. Stop-work orders were issued from Soils and the Building Department in 2019 that are not being enforced. There is animal cruelty, dead animals, at least ten (10) big dogs, and a constant flow of people staying on the property with loud parties starting at midnight until 5 am. Rumors that a petting zoo will be coming to that location operating Monday through Sunday 9

am to 6 pm. Residents asked for the Committee's help in rectifying the problem.

**RESOLUTIONS**

**RESOLUTION # 2021-77  
AMENDING RESOLUTION # 2019-92**

**TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY**

**WHEREAS**, the Township Committee of the Township of Mansfield previously authorized Maser Consulting P.A to perform a master plan reexamination report amendment and the zoning ordinance amendment for a total cost not to exceed \$ 5,000.00 in resolution number 2019-92; and

**WHEREAS**, Maser Consulting P.A. officially changed their name to Colliers Engineering & Design effective January 1, 2021; and

**WHEREAS**, the agreement with Maser Consulting P.A. to perform a master plan reexamination report amendment and the zoning ordinance amendment is an ongoing project; and

**WHEREAS**, the balance of the agreement will be performed by Colliers Engineering & Design; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren as follows:

- Resolution 2019-92, authorizing Maser Consulting P.A. to perform a master plan reexamination report amendment and the zoning ordinance amendment is hereby amended.

**RESOLUTION # 2021-78**

**A RESOLUTION ESTABLISHING THE RATE FOR OUTSIDE EMPLOYMENT OF OFF-DUTY POLICE**

**WHEREAS**, the Code of the Township of Mansfield provides for a rate of payment of police coverage in quasi-public matters under Article 2 Section 2-20.9 b; and

**WHEREAS**, the rate established therein may be changed from time to time by resolution of the Township Committee; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the charge for quasi-public services shall be paid as follows:

Uniformed Police Officer	\$ 76.46
Administrative Costs	\$ 28.54

The applicant for such services shall deposit sufficient funds to cover costs in advance which will be kept in escrow with the Chief Financial Officer and any balance refunded upon written request.

**RESOLUTION 2021-79  
TOWNSHIP OF MANSFIELD  
WARREN COUNTY, NEW JERSEY**

**WHEREAS**, there exists a need for the service of a Township Conflict Attorney in the Township of Mansfield for legal services and advice to the Mayor and Township Committee; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contract for "Professional Services" without competitive bids and the contact itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with the law office of Schenck, Price, Smith & King, LLP is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a firm authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield
2. This Contract shall not exceed \$ 5,000.00
3. A notice of this action shall be printed once in the Express Times-NJ Zone Edition.

**RESOLUTION NO. 2021-80**

**A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, ACCEPTING BIDS FOR THE PURCHASE OF REAL PROPERTY OWNED BY THE TOWNSHIP**

**WHEREAS**, Township Committee previously authorized the auction of properties owned by the Township and no longer needed for public use; and

**WHEREAS**, on February 4, 2021, the Township held a public auction; and

**WHEREAS**, the following bidders were the high bidders:

See attached Schedule A

**WHEREAS**, the Township Committee desires to accept the bids and authorize the transfer of property upon receipt of the aforementioned consideration.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee, Township of Mansfield, County of Warren, State of New Jersey that all of the above referenced bids are accepted and the Township Attorney is hereby directed to prepare any and all documents necessary to effectuate the closing and transfer of title and the Mayor and Township Clerk are authorized to sign any documents necessary to effectuate the transfer.

**RESOLUTION NO. 2021-81  
TO AUTHORIZE THE REFUND OF PROPERTY TAXES  
TOTAL DISABLED VETERAN**

**WHEREAS**, Arnold Solomon is the owner of real property located at 9 Elmwood Drive, known as Block 1906 Lot 12, within the Township of Mansfield, County of Warren, State of New Jersey; and

**WHEREAS**, the owner of said property, Arnold Solomon has received a Homestead Benefit in the 2<sup>nd</sup> quarter, 2021; and

**WHEREAS**, the owner of the aforementioned property is qualified as a totally disabled veteran and is therefore tax exempt creating an overpayment as set forth above; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the

Township of Mansfield, County of Warren, State of New Jersey, that the tax overpayment due to the Homestead Rebate in the amount of **\$632.98** shall be refunded and shall be made payable to:

Arnold Solomon  
9 Elmwood Drive  
Hackettstown, NJ 07840

**RESOLUTION NO. 2021-82  
TO AUTHORIZE THE REFUND OF PROPERTY TAXES  
TOTAL DISABLED VETERAN**

**WHEREAS**, Jim J. Pene is the owner of real property located at 1423 Route 57, known as Block 1302.02 Lot 13, within the Township of Mansfield, County of Warren, State of New Jersey; and

**WHEREAS**, the owner of said property, Jim J. Pene has paid taxes for the 2020 1<sup>st</sup> and 2020 2<sup>nd</sup> Quarter and as well as receiving a Homestead Rebate in 2021; and

**WHEREAS**, the owner of the aforementioned property is qualified as a totally disabled veteran as of August 5, 2019 and is therefore tax exempt thereby creating the overpayments as set forth above; and

**WHEREAS**, NJSA 54:4-3.32 authorizes the 2020 refund of taxes paid from the qualifying date of the exemption, August 5, 2019;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the tax payment in the amount of **\$1,811.27** plus the homestead benefit amount of **\$364.59** for a total of **\$2,175.86** shall be refunded and shall be made payable to:

Jim J. Pene  
1423 Route 57  
Port Murray, NJ 07865

**RESOLUTION NO. 2021-83  
TO AUTHORIZE THE REFUND OF PROPERTY TAXES  
TOTAL DISABLED VETERAN**

**WHEREAS**, William Riefler is the owner of real property located at 127 Allen Road, known as Block 1805 Lot 6, within the Township of Mansfield, County of Warren, State of New Jersey; and

**WHEREAS**, the owner of said property, William Riefler has received a Homestead Rebate in 2021; and

**WHEREAS**, the owner of the aforementioned property is qualified as a totally disabled veteran and is therefore tax exempt thereby creating the overpayment as set forth above; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, the homestead benefit amount of **\$514.14** shall be refunded and the tax records adjusted to reflect such refund. The refund shall be made payable to:

William Riefler  
127 Allen Road  
Hackettstown, NJ 07840

**RESOLUTION # 2021-84  
LIEN REDEMPTION**

TOWNSHIP OF MANSFIELD  
WARREN COUNTY, STATE OF NEW JERSEY

**WHEREAS**, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield this 14th day of April, 2021 that payment is to be made to the certificate holder as noted:

Michael J. McMillan  
5208 Griggs Avenue  
North Port, FL 34921

Block 2724 Lot 5  
Certificate # 20-00016  
\$ 510.21

**2021-85  
TOWNSHIP OF MANSFIELD**

Resolution appointing a Sustainability Subcommittee "Green Team" as part of the Mansfield Township  
Environmental Commission

**WHEREAS**, The Township Committee of the Township of Mansfield strives to save tax dollars, assure clean air and water, improve working and living environments, to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and

**WHEREAS**, the Township Committee of the Township of Mansfield wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

**WHEREAS**, in an attempt to focus attention on “Green” issues, the Township Committee has, through prior resolution passed on July 14, 2010, established a Sustainability Subcommittee as part of the Mansfield Township Environmental Commission, also to be known as the “Green Team;” and

**WHEREAS**, the Township Committee of the Township of Mansfield wants to continue the process of focusing on “Green” issues by starting with audits of municipality facilities and operations.

**WHEREAS**, the Township Committee of the Township of Mansfield desires to continue the process of making its operations greener, more environmentally friendly, and more energy efficient;

**WHEREAS**, alternative power sources, changes to fleet purchasing and maintenance, water quality improvements, and operational changes will all be considered as the Township moves to do their share to lessen the environmental impact of its operations.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield that we do hereby establish an Environmental Commission Sustainability Subcommittee “Green Team” consisting of five (5) members who shall be residents or employees of Mansfield Township, appointed annually, for a term of one (1) calendar year.

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Committee of the Township of Mansfield that the Mission, Goals and Objectives for the Green Team are established as follows:

**Mission**

The Mansfield Township Green Team will advise the township committee on ways to improve municipal operations with “Green” initiatives which are economically and environmentally sound through research and evaluation.

**Goals**

Maintain certification as a “Green” municipality by the Sustainable Jersey program through completion of projects and initiatives that are part of that program.

Apply for applicable grants and financial aid available through the Sustainable Jersey program for projects and initiatives that would assist the township in meeting its goal as a green community and for the benefit of all its citizens.

**Objectives**

1. Collaborate with township employees, service providers and other governmental agencies to share resource information and ideas consistent with the Mission of the Green Team.
2. Encourage participation of all township employees to solicit ideas on green initiatives that are consistent with the Sustainable Jersey program.
3. Research and analyze green initiatives which make practical environmental and financial sense.
4. Develop strategies for sustainable green initiatives in municipal operations.

**NOW THEREFORE BE IT FINALLY RESOLVED**, by the Township Committee of the Township of Mansfield that the following persons are hereby appointed to the Green Team for the year 2021:

<b>NAME</b>	<b>POSITION</b>	<b>REPRESENTATIVE</b>
JoAnn Fascenelli	Regular Member MT	Certified Recycling/Clean Communities
Glenn McGuinness	Regular Member MT	Township Committee
Robert Jewell	Regular Member MT	Environmental Commission
Illena Raffaele	Regular Member	Citizen Representative
Amanda Kilyk	Regular Member	Citizen Representative

**RESOLUTION 2021-86**

**WARREN COUNTY, NEW JERSEY**

**EMERGENCY RESOLUTION  
N.J.S.A.40A:4-20 (TEMPORARY APPROPRIATIONS)**

**WHEREAS**, pursuant to N.J.S.A. 40a:4-19 the Township Committee of the Township of Mansfield adopted a Resolution to provide temporary funds for the period from January 1, 2021 until the adoption of the Operating Budget for the Township of Mansfield, New Jersey; and

**WHEREAS**, additional appropriations will be required from April 14, 2021 until the adoption of the budget; and

**WHEREAS**, N.J.S.A. 40A:4-20 provides that the governing body by two-thirds vote may make temporary emergency appropriations for any purpose for which appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, Warren County, New Jersey, that:

1. The Township Committee by a two-thirds vote of its full membership hereby amends its temporary budget by making the following emergency temporary appropriations:

CURRENT FUND	\$1,000,000.00
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2. This action shall take effect April 14, 2021.
3. A copy of this resolution shall be immediately filed with the Director of Local Government Services by the Township Clerk of the Township of Mansfield.

**RESOLUTION NO. 2021-87  
OF THE TOWNSHIP COMMITTEE OF  
THE TOWNSHIP OF MANSFIELD**

**A RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE  
COUNTY OF WARREN AND STATE OF NEW JERSEY,  
AUTHORIZING CONTRACT WITH SF MOBILE-VISION FOR  
BODY CAMERAS & SOFTWARE FOR THE POLICE  
DEPARTMENT**

**WHEREAS**, the Township of Mansfield's Police Department is in need of Body Cameras & software to abide by NJ state legislation requiring same; and

**WHEREAS**, the purchase of goods and services, without advertising for bids, by local contracting units is authorized by the Local Public Contracts Law, N.J.S.A. 40A:11-

12; and

**WHEREAS**, SF Mobile-Vision, Inc. of 11375 W. Sam Houston Pkwy S., Suite 800, Houston, Texas 770331 has been awarded New Jersey State Contract 17-FLEET-00731; and

**WHEREAS**, the Chief of Police, Michael Reilly, of the Mansfield Police Department recommends the utilization of this contract on the grounds as the best means available to obtain the body camera equipment & software; and

**WHEREAS**, the contract to, SF Mobile-Vision, Inc. shall not exceed the amount of \$35,000.00; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds as annexed to this resolution; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, in the County of Warren and State of New Jersey, as follows:

1. The Township of Mansfield hereby authorizes the purchase of Body Cameras & software for the Police Department from SF Mobile-Vision, Inc. of 11375 W. Sam Houston Pkwy S., Suite 800, Houston, Texas 770331 under New Jersey State Contract 17-FLEET-00731;
2. The total fee authorized for this contract shall not exceed \$35,000.00 without the prior written approval of the Township Committee.
3. The Mayor, Chief of Police, Township Clerk and/or such other officials as is necessary and proper are hereby authorized to execute documents necessary to implement this Resolution.
4. A copy of this resolution shall be provided to the Township Chief Financial Officer, the Chief of Police and to SF Mobile-Vision for their information and guidance.

This Resolution shall take effect immediately.

RESOLUTION 2021-88  
TOWNSHIP OF MANSFIELD  
WARREN COUNTY, NEW JERSEY

**WHEREAS**, there exists a need for the service of a Special Council Attorney to work in conjunction with the Conflict Township Attorney in the Township of Mansfield for legal services and advice to the Mayor and Township Committee regarding In-Rem properties (The Meadows at Mansfield); and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 et seq.) requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, in the County of Warren as follows:

1. The agreement with the law office of Goldenberg, Mackler, Sayegh, Mintz, Pfeffer, Bonchi & Gill is awarded without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:1 1-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a firm authorized by law to practice a recognized profession that is regulated by law. A copy of the Agreement is on file for inspection with the Clerk of the Township of Mansfield
2. This Contract shall not exceed \$ 7,500.00
3. A notice of this action shall be printed once in the Express Times-NJ Zone Edition.

**CHIEF FINANCIAL OFFICER CERTIFICATION**

I, Donna M. Mollineaux, Chief Financial Officer of the Township of Mansfield, hereby certify that funds will be made available pending budget adoption for the above referenced contract in the amount not to exceed \$ 7,500.00. The appropriation will be made available through the following account:

1-01-20-155-000-4300	Legal Services	\$ 7,500.00
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**2021-89**

**Resolution Approving the Execution of Contract between the Township of Mansfield and PBA Local #369**

**WHEREAS**, the Collective Bargaining Agreement (“CBA”) between the Township of Mansfield (“Mansfield”) and PBA Local #369 (“PBA”), expired on December 31, 2020; and

**WHEREAS**, Mansfield and the PBA have engaged in ongoing negotiations to discuss and agree upon the terms and provisions of a successor CBA; and

**WHEREAS**, Mansfield wishes to memorialize its approval of the terms and provisions of the CBA; and

**NOW THEREFORE BE IT RESOLVED** by the Mansfield Mayor and Council that the attached CBA between the Township of Mansfield and Mansfield PBA Local # 369 be and is hereby accepted and approved; and

**BE IT FURTHER RESOLVED** that the Mayor and Township Clerk, be and are hereby authorized, upon adoption of this resolution, to execute the CBA hereby attached to this resolution, by affixing their signatures and Township Seal to said document known as the CBA.

**RESOLUTION NO. 2021-90  
OF THE TOWNSHIP COMMITTEE OF**

**THE TOWNSHIP OF MANSFIELD**

*Authorizing Payment of Municipal Obligations*

**WHEREAS**, the Township Committee of the Township of Mansfield finds and declares that certain municipal obligations have come due and are now payable; and

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Mansfield does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts: **WHEREAS**, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby deemed part of this Resolution;

<b>BILLS LIST</b>	
CURRENT	\$717,244.20
CAPITAL	
TRUST	\$
DOG	\$73.80
RECREATION	\$
OPEN SPACE	
DEV ESCROW	\$
UNEMPLOYMENT	
TAX PREMIUM	
MANDATORY DEV	\$897.50
OUTSIDE EMPLOY	
<b>TOTAL</b>	<b>\$718,215.50</b>

<b>PREPAID LIST</b>	
CURRENT	\$85,520.65
CAPITAL	
TRUST	
DOG	
RECREATION	
OPEN SPACE	
DEV ESCROW	
UNEMPLOYMENT	\$85.14
TAX PREMIUM	
MANDATORY DEV	
OUTSIDE EMPLOY	
<b>TOTAL</b>	<b>\$85,605.79</b>

**2021-91**  
**TOWNSHIP OF MANSFIELD**  
**SELF-EXAMINATION OF BUDGET RESOLUTION**  
***[as required by DCA]***

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Mansfield has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the local government meets the necessary conditions to participate in the program for the 2021 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Township of Mansfield that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the Committeepersons have found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate and correctly stated,
  - b. Items of appropriation are properly set forth
  - c. In itemization, form, arrangement and content, the budget will

permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Mr. Hayes made a motion to approve Resolutions 2021-77 – 2021-91, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters  
Nays: None  
Absent: None  
Abstain: None

## **ORDINANCES**

### **First Reading**

#### **ORDINANCE NUMBER 2021-05**

#### **AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, NEW JERSEY APPROPRIATING \$294,200.00 FOR THE ROAD RECONSTRUCTION OF JANES CHAPEL ROAD**

**WHEREAS**, there is a need for Road Reconstruction of Janes Chapel Road;

**BE IT ORDAINED**, by the Township Committee of the Township of Mansfield, Warren County, New Jersey, as follows:

1. The amount of \$294,200.00 is hereby appropriated from the New Jersey Department of Transportation Trust Fund.
2. There is no debt incurred by this Ordinance.
3. This ordinance shall take effect immediately after final passage, approval, publication as provided by law.

Mrs. Mora Dillon made a motion to approve the first reading of Ordinance 2021-05 with a second reading on May 12, 2021, at 7:30 pm, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters  
Nays: None  
Absent: None  
Abstain: None

**2021-06  
TOWNSHIP OF MANSFIELD  
CALENDAR YEAR 2021  
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION  
LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Committeepersons of the Township of Mansfield, in the County of Warren, finds it advisable and necessary to increase its CY 2021 Budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Committeepersons hereby determine that a 3.5% increase in the budget for said year, amounting to \$49,729.00 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Committeepersons hereby determine that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED by the Committeepersons of the Township of Mansfield, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Township of Mansfield shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$174,053.00, and that the CY 2021 municipal budget for the Township of Mansfield be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mrs. Mora Dillon made a motion to approve the first reading of Ordinance 2021-06 with a second reading on May 12, 2021, at 7:30 pm, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters  
Nays: None  
Absent: None  
Abstain: None

**2021 MUNICIPAL BUDGET  
 OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN  
 FOR THE FISCAL YEAR 2021**

**Revenue and Appropriations Summaries**

Summary of Revenues	Anticipated	
	2021	2020
1. Surplus	1,435,000.00	855,000.00
2. Total Miscellaneous Revenues	1,640,270.90	1,624,829.51
3. Receipts from Delinquent Taxes	415,000.00	420,000.00
4. a) Local Tax for Municipal Purposes	4,230,286.00	4,213,662.00
b) Addition to Local District School Tax		
c) Minimum Library Tax		
Total Amount to be Raised by Taxes for Support of Municipal Budget	4,230,286.00	4,213,662.00
Total General Revenues	7,720,556.90	7,113,491.51

Summary of Appropriations	2021 Budget	Final 2020 Budget
1. Operating Expenses: Salaries and Wages	2,579,824.00	2,449,380.00
Other Expenses	2,359,772.90	2,346,684.51
2. Deferred Charges and Other Appropriations	729,760.00	670,945.00
3. Capital Improvements	1,077,000.00	655,800.00
4. Debt Service (Include for School Purposes)	265,200.00	273,940.00
5. Reserve for Uncollected Taxes	709,000.00	716,742.00
Total General Appropriations	7,720,556.90	7,113,491.51

Balance of Outstanding Debt			
	General		
Interest	58,060.50		
Principal	698,000.00		
Outstanding Balance	756,060.50		

Mrs. Mollineaux stated the 2021 Budget will be introduced tonight. The public hearing will be May 26, 2021.

Mr. Hayes made a motion to introduce the 2021 Budget with a public hearing on May 26, 2021, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

**COMMITTEE COMMENTS**

Chief Reilly presented samples of three (3) signs for the front of the Municipal Building. The signs will be vinyl and will not fade. The cost is \$1,275.00. Mrs. Mora Dillon asked for a quote for a similar sign for the Rec Department.

Mr. Hayes made a motion to purchase the signs, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

### **EXECUTIVE SESSION**

Mayor Watters announced moving into Executive Session at 8:26 pm.

Mr. Hayes made a motion to go into Executive Session, which was seconded by Mrs. Mora Dillon.

Mr. Lavery stated the Executive Session discussion will include:

- Contractual
- Personnel
- Attorney/client privilege dealing with opening the Municipal Building

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None

Absent: None

Abstain: None

### **RETURN FROM EXECUTIVE SESSION**

Return from Executive Session at 9:14 pm.

Roll Call: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Mr. Lavery announced the return from Executive Session at 9:14 pm where they discussed:

- Attorney/client privilege dealing with the opening of the Municipal Building
- Contractual dealing with potentially donating the fire truck
- Two (2) personnel matters

No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest.

Mr. Lavery stated a motion is needed to prepare the resolution to donate the firetruck.

Mr. Hayes made a motion to approve, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters

Nays: None  
Absent: None  
Abstain: None

Mr. Lavery stated a motion is needed to prepare an RFP for a special project engineer.

Mrs. Mora Dillon made a motion to prepare an RFP for a special project engineer, which was seconded by Mr. Hayes.

Ayes: Mr. Hayes, Mr. Farino, Mrs. Mora Dillon, Mr. McGuinness, Mayor Watters  
Nays: None  
Absent: None  
Abstain: None

Mayor Watters and Mr. Hayes discussed speaking to Mr. Margulies and EL&P the site engineers in reference to the placement of the septic in relation to the well.

Mrs. Mora Dillon asked what is the next step for Mt. Bethel Church.

Ms. Hrebenak stated that the next step would be the Committee approving the concept plan and then the full engineering for the septic would be completed.

Mr. Hayes made a motion to adjourn at 9:16 pm.